

15 January 1976

MEMORANDUM FOR: Executive Assistant *We*  
 THROUGH : DD/Pers/R&P  
 SUBJECT : SPD's Weekly Report, Including  
 Thursday's Daily

1. PSB reports that for the week ending 9 January 1976, they reviewed 70 new files (9 minority), put into process 32 (5 minority), and rejected 49 (5 minority). A total of 269 files in all stages were reviewed.

*Temporary Lodging Costs Start to Increase*  
 2. PSB had its first rumble on 14 January from an applicant regarding the increased amount of his hotel room. In an OTS pre-processing interview case, the applicant was advised by the PSB Processing Assistant that he would be reimbursed for actual subsistence NTE \$33 per day. The confirmation letter included a map of the Rosslyn and McLean areas and a list of hotels and motels located nearby. The applicant apparently did not make advance reservations, but, using the map and the list, picked a hotel close by after he arrived in town. He found his room cost him \$42 per day and was thus a bit disgruntled since \$33 (which includes meals) was the maximum we could reimburse. The Processing Assistants have been instructed now to inform applicants of the problems of obtaining rooms, especially in this Bicentennial Year and to urge them to make reservations in advance. Dr. [ ] in his Bicentennial Committee Minutes has pointed out that the planned increases in room rentals would pose a problem for us and it appears it has begun.

3. The Director, OGCR directed a request to the C/SPD for information concerning "Executive Swap" Programs. After a conversation with Mr. [ ] the C/PPB forwarded to Mr. [ ] copies of the FPM Chapter 334 (Temporary Assignment of Employees, Between Executive Agencies and States, Local Governments, and Institutions of Higher Education), and Executive Order 11491, also known as the President's Executive Interchange Program, with the notation that we do not participate in 334 because of various security, cover and timing problems and that the Agency has declined to participate in the PEIP after a bad experience in 1973. I also passed on the name of Dr. [ ] who the DD/Pers/R&P advised handled a DDI program of the same nature.

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